

DIVISION OF MINES	CHAPTER: IV Inspections
PROCEDURES MANUAL	
	PROCEDURE NO: 1.04.02
	ISSUE DATE: January 1, 1997
SUBJECT: 5-Day Spot Inspection	LAST REVISED: JANUARY 13, 1999

OBJECTIVE AND INTENT

To assist the mine operator at a newly licensed mine in meeting the requirements of the coal mine safety laws, and to make known, the operator assistance programs available through DM to promote and assist in improving safety performance.

PROCEDURE

1. 5-DAY SPOT INSPECTIONS

- Upon receipt of notification of the opening of a newly licensed mine, the inspector will visit the mine site within five work days to identify the status of the mine.
- The inspector will review with the operator the requirements of the Mine Safety act, including reopening inspections, and all required mine plans along with providing the operator copies of the mining laws and regulations.
- After the operator has been informed of the requirements of the law, a regular inspection, where possible, will be initiated within 30 calendar days.
- Should the 30 day period for the reopening inspection carry into another inspection period, the mine will be considered inspected for that period.

2. INFORM THE OPERATOR OF OPERATOR ASSISTANCE PROGRAM

- DM specialists and technical instructors will provide technical assistance when requested in the following areas:
 - a. Plans development
 - b. Roof control evaluations
 - c. Mine ventilation
 - d. Mine electrical systems
 - e. Miner training

3. REPORTING

- All five-day spot inspection activities will be reported by completing form, DM-IS-01, initial five-day spot inspection information form.

4. FIVE-DAY INITIAL SPOT INSPECTION CHECKLIST FOR INSPECTOR (UNDERGROUND)

- A three-ring binder will be presented to each new mine operator during the initial five-day spot contact.

- Items to be included and discussed in the binder are as follows:

- ☐ Most current copy of the Mine Safety Act
- ☐ Copies of the most recent Rules and Regulations
- ☐ Copy of pre-shift/on-shift record book
- ☐ Annual map file folder
- ☐ Operator assistance and verification of plans or plans in process (Examples of each in binder)
 - 1. Roof control
 - 2. Emergency response
 - 3. Fan stoppage
 - 4. Smoker's search
 - 5. Pushing cars
 - 6. Bleeder
 - 7. Seal Plan
 - 8. Drilling Plan
 - 9. Blasting
- ☐ Mine rescue agreement
- ☐ Forms
 - 1. Notice of Operator Intent
 - 2. Right to Appeal
 - 3. Notice of Change in Licensing Information
 - 4. Application for Certification Examination
 - 5. Verification of Work Experience
 - 6. Verification of Training Completed
 - 7. DM-DE-03-04/95 Request To Use Diesel Powered Equipment Underground
- ☐ Certification examination schedule
- ☐ MSHA/DMME agreement when mining in proximity to abandoned mine workings
- ☐ Operator memoranda
- ☐ DMME-Division of Mines Rescue and Recovery
- ☐ DMME-Mine emergency preparedness

- ❑ Required postings
 1. Report of Violation, 45.1-161.97 C
 2. Carrying Smoker's Articles Underground, 45.1-161.179
 3. Tampering With Methane Monitors or Detecting Devices, 45.1-161.215
 4. Mine license
- ❑ DMME/MSHA mine emergency poster
- ❑ Emergency air transport
- ❑ Red zone poster
- ❑ On-site examination of mine foreman
 1. Ventilation
 2. Roof control
- ❑ General coal miner training material for underground and surface at underground
- ❑ The following items should be discussed with mine operator
 1. Unlawful for uncertified persons to perform certain tasks
 2. Photostatic copies of certification
 3. Operating without a mine license
 4. Inspection frequency/risk evaluation
 5. Two 40-ton jacks or equivalent
 6. Approaching abandoned works (drilling)
 7. First aid material, emergency medical personnel
 8. Gas detection training and requirements
 9. Reporting of serious accidents, roof falls, mine fires and explosions

5. FIVE-DAY INITIAL SPOT INSPECTION FOR SURFACE MINES

- ❑ Current copy of the Mine Safety Act
- ❑ Copy of most recent Rules and Regulations
- ❑ Operator memoranda
- ❑ Forms
 1. Notice of Operator Intent
 2. Right to Appeal
 3. Notice of Change in Licensing Information
 4. Application for Certification Examination
 5. Verification of Work Experience
 6. Verification of Training Completed
- ❑ Required posting
 1. Report of Violation 45.1-161.97 C
 2. Tampering With Methane Monitors or Detecting Devices, 45.10161.288
 3. Mine license
- ❑ DMME/MSA mine emergency poster
- ❑ Emergency air transport

- ❑ General coal miner training material for surface
- ❑ The following items should be discussed with the mine operator
 1. Unlawful for uncertified persons to perform certain tasks
 2. Photostatic copies of certifications
 3. Operating without a mine license
 4. Inspection frequency/risk assessment
 5. First aid material/first aid training
 6. Reporting of serious accidents, mine fires, unplanned explosions, and unintentional fall of highwall that affects equipment or personnel.